



FDMS Version 4.10 Release Notes

Release Date: November 21, 2015

Contents

Release Summary	3
Summary Module	4
Docket Overview Tab	5
Work Queue	6
Pagination	6
Document Metadata	7
Saving across tabs	8
Records Overview	9
Deduplication	9
Pagination	9
Keyword Search Capability	10
Search Enhancements	11
Total Count	11
Exclude Migrated Documents	12
Docket Tree - Keyword Search Capability	13
Flags - option to sort by flag	14
Batch Re-Assign	15
Attachments	17
Bulk Import	17
Delete	19
Forgot Password Functionality	20
Security – Password Complexity	22
Additional Enhancements	23
Defects Addressed	26
Known Issues	27

Release Summary

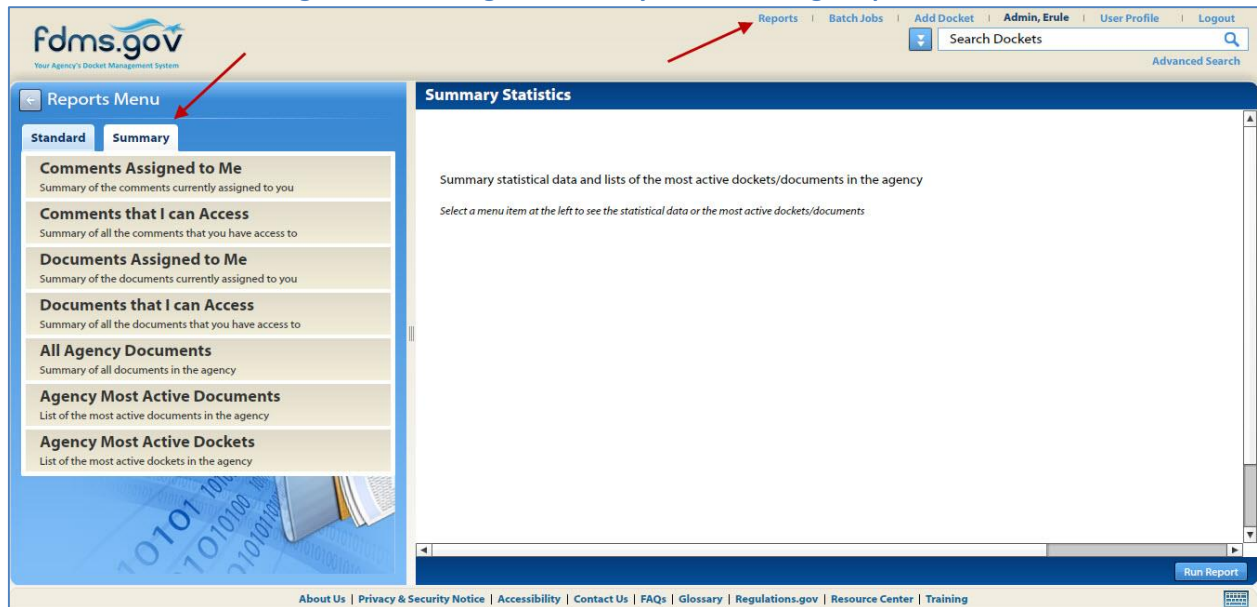
This release of FDMS 4 focuses on transitioning additional FDMS features from FDMS 3 to FDMS 4, updating the Deduplication Tree to use paging in order to support large numbers of comments, adding additional batch processing capability, addressing several priority Help Desk requests and addressing accessibility tickets. Some of the key features include:

- Summary Module
- Docket Overview Tab
- Work Queue – Pagination and Document Metadata View
- Saving Across Tabs
- Records Overview
- Deduplication – Pagination and Keyword Search Capability
- Search Enhancements
- Docket Tree - Keyword Search Capability
- Flags - option to sort by flag
- Batch Re-Assign
- Attachments – Bulk Import and Delete
- Forgot Password Functionality
- Security – Password Complexity

Summary Module

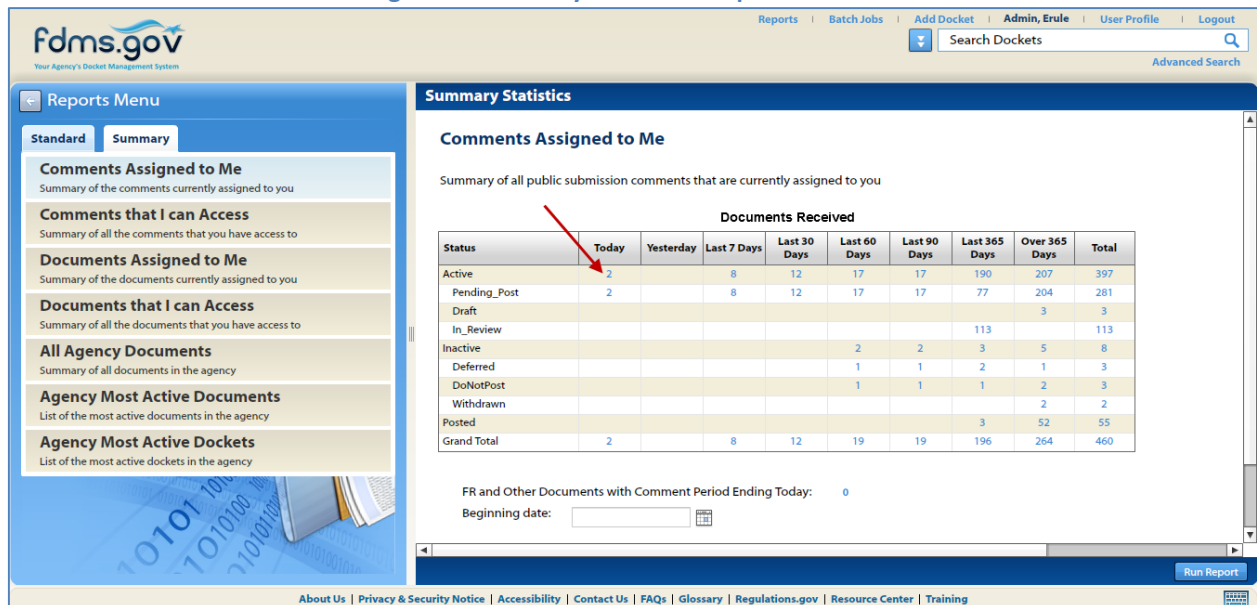
The Summary Module was previously available in FDMS 3. In FDMS 4, users can access the Summary Module by clicking on the Reports link in the upper right corner. Within the Summary Module, users can select from four user specific options and three agency wide options.

Figure 1 - Accessing the Summary Module through Reports Link



The right panel results will provide users with an organized table sorted by Document Status and Date Received. Each result will be a number that is a link. For the Agency wide Most Active Dockets and Documents options, users will select the timeframe they want included in the output.

Figure 2 - Summary Statistics Output with Links



Users can click on the links in the right panel in order to view a list of the relevant Documents in Search Results in the left panel.

Figure 3 - List of Relevant Documents from Summary

The screenshot displays the FDMS.gov interface. On the left, a search results table lists documents with IDs like ERULE-2010-0001-DRAFT-0209 and ERULE-2011-0003-DRAFT-0020. The right panel provides detailed information for a selected document, ERULE-2010-0001-DRAFT-0209, including its title 'Deduplication demo docket test', document type 'PUBLIC SUBMISSIONS', and various status indicators.

Docket Overview Tab

The Docket Overview tab was previously available in FDMS 3 and was transitioned to FDMS 4. The tab includes a snapshot of the contents of the Docket by Phase-Sequence and by Document Type. For more information on what is included in each column, users can hover over the Document count to view the tooltip for that column.

Figure 4 - Docket Overview Tab

The screenshot shows the 'Docket Overview Tab' for ERULE-2010-0001. The left panel lists documents with IDs and titles. The right panel displays two tables: 'Docket Contents by Phase-Sequence' and 'Docket Contents by Document Type'. A red arrow points to the 'Overview' tab.

Phase-Sequence	FR Documents			Public Submissions			Supporting Documents		
	Received	Posted	Inactive	Received	Posted	Inactive	Received	Posted	Inactive
Direct Final Rule-1	1	2		1			1		
Initiation-1	23	65	4	56	11	2	11		
Initiation-2	14	2		1			7		

Document Type	Status		
	Received	Posted	Inactive
Notices	18	18	4
Proposed Rules	1	1	
Rules	1	2	
Other	18	48	
Public Submissions	58	11	2
Supporting & Related Materials	19		

Users can click on the links in the right panel in order to view a list of the relevant Documents in Search Results in the left panel.

Figure 5 - List of Relevant Documents from Docket Overview Tab

The screenshot shows the fdms.gov interface. On the left, a 'Search Documents' table lists documents with columns: ID, Title, Type, Status, and Att... The table shows several documents with IDs like ERULE-2010-0001-DRAFT-0012, ERULE-2010-0001-DRAFT-0028, etc. Below the table, it says 'Display: 23 Total Count: 23'. On the right, the 'Document Details' for ERULE-2010-0001-DRAFT-0012 are shown. It includes fields for Docket ID, Docket Title, Document File, Docket Phase, Phase Sequence, RIN, Title, Number of Attachments, Subject, Abstract, and Author(s). The 'Title' field contains 'test'. At the bottom, there are buttons for 'View as PDF', 'Post', and 'Save'.

Work Queue

Pagination

In previous releases, the Work Queue had a limit of 20,000 results. Pagination was added to allow users with more than 20,000 items in their Work Queue to navigate to those additional items.

Figure 6 - Pagination in Work Queue with Total Count

The screenshot shows the fdms.gov 'Work Queue' interface. On the left, a 'Search Documents' table lists documents with columns: ID, Title, Current Assignee, and Type. The table shows documents with IDs like ERULE-2010-0001-DRAFT-0002, ERULE-2010-0001-DRAFT-0003, etc. Below the table, it says 'Count: 20,000 of 32,500'. On the right, the 'Work Queue' details are shown. It includes a table with columns: User or Group Name, My Dockets, and All Dockets. The table lists users and groups like Admin, Erule (ERULE), Core Test Group, DM, eruletest (ERULE), etc. At the bottom, there are buttons for 'Assign To Me' and 'Assign To'.

Document Metadata

Users requested a read-only view of Document metadata in the Work Queue in order to review Documents prior to re-assigning. The following tabs were added to the right panel when a user clicks on a Document:

- Document Details
- Optional Details
- Attachments
- Submitter Info - for Public Submissions, Supporting and Related Materials

**If a user selects multiple Documents, the tabs will be disabled.*

Figure 7 - Read-Only Document Tabs in the Work Queue

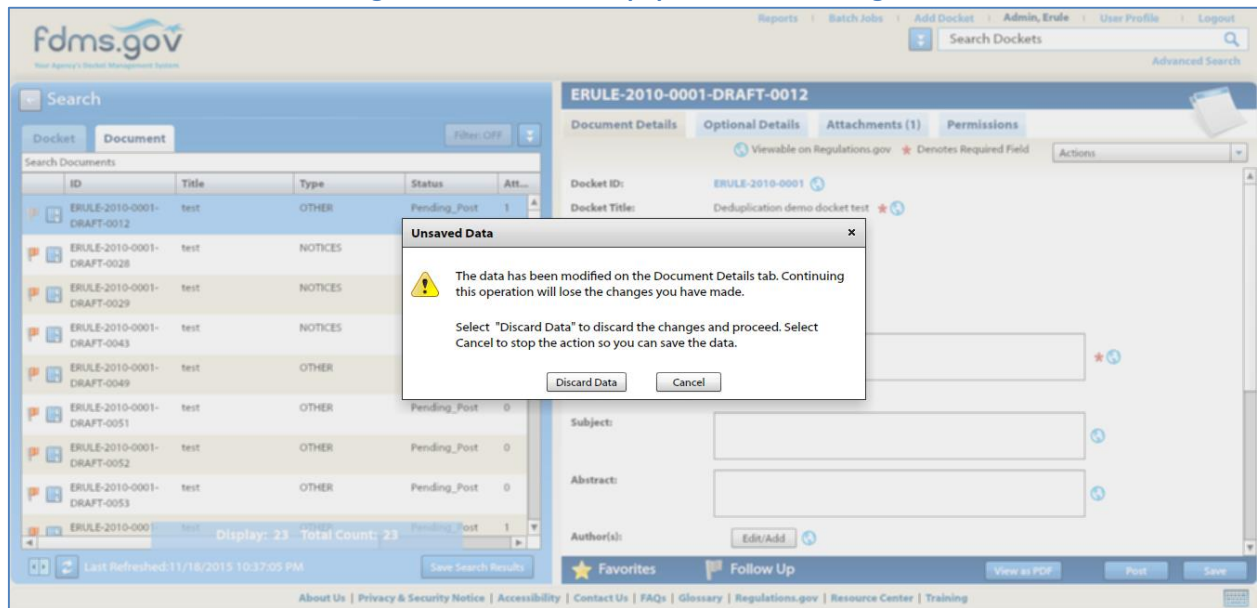
The screenshot displays the fdms.gov Work Queue interface. On the left, a table lists documents with columns for ID, Title, Current Assignee, and Type. The right panel shows the 'Work Queue' for document 'ERULE-2013-0129-DRAFT-0186'. The 'Document Details' tab is selected, showing fields for Docket ID, Docket Title, Document Files, Docket Phase, Phase Sequence, RIN, Title, Number of Attachments, Subject, Abstract, Topic(s), Document Type, Document Subtype, Status, and Received Date. A red arrow points to the 'Document Details' tab. The bottom of the interface includes a footer with links for About Us, Privacy & Security Notice, Accessibility, Contact Us, FAQs, Glossary, Regulations.gov, Resource Center, and Training.

ID	Title	Current Assignee	Type
ERULE-2013-0129-DRAFT-0183	Small File - Copy (82)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0184	Small File - Copy (83)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0185	Small File - Copy (84)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0186	Small File - Copy (85)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0187	Small File - Copy (86)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0188	Small File - Copy (87)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0189	Small File - Copy (88)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0190	Small File - Copy (89)	Admin, Erule (ERULE)	NOTICES
ERULE-2013-0129-DRAFT-0191	Small File - Copy (90)	Admin, Erule (ERULE)	NOTICES

Saving across tabs

On the Docket Management and Document Management tabs, if a user makes a change to the metadata and clicks another tab without saving the changes, they will receive a notification popup. The popup will ask the user if they would like to discard the changes and proceed or to return to the tab to save the changes. If a user navigates away from that Docket or Document, they will not receive the notification popup.

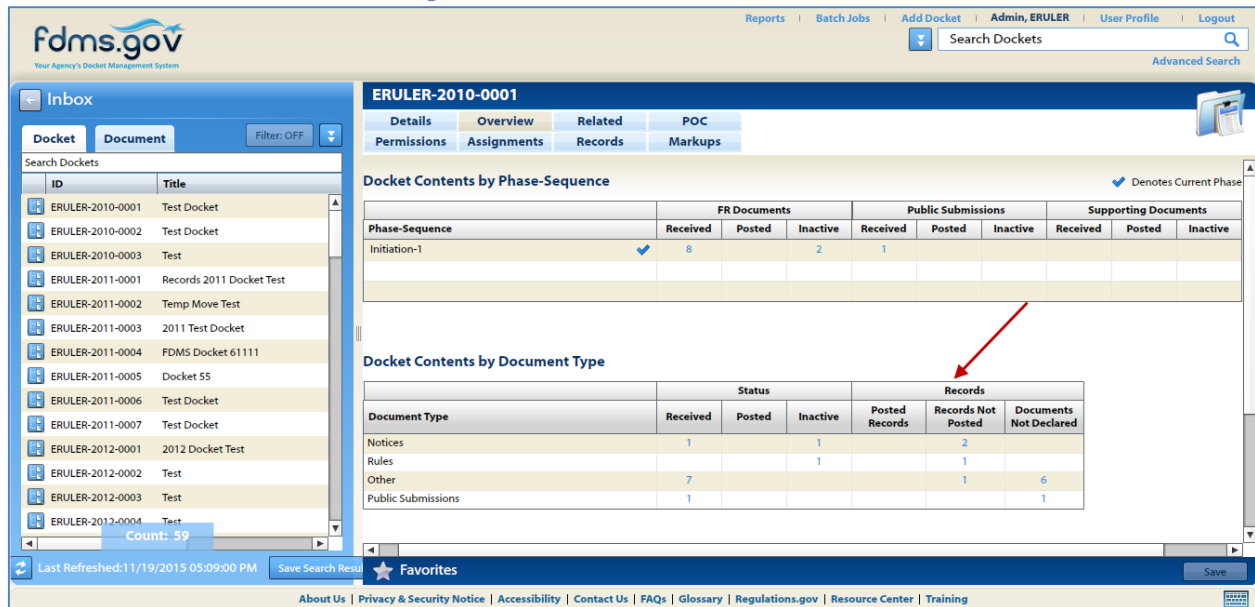
Figure 8 - Notification Popup for Unsaved Changes



Records Overview

For Records agencies, the Records Overview will be included as part of the *Docket Contents by Phase-Sequence* table on the Docket Overview tab. This table will include the Records Overview information that was included in the Records Retention tab in FDMS 3.

Figure 9 - Records Overview Information

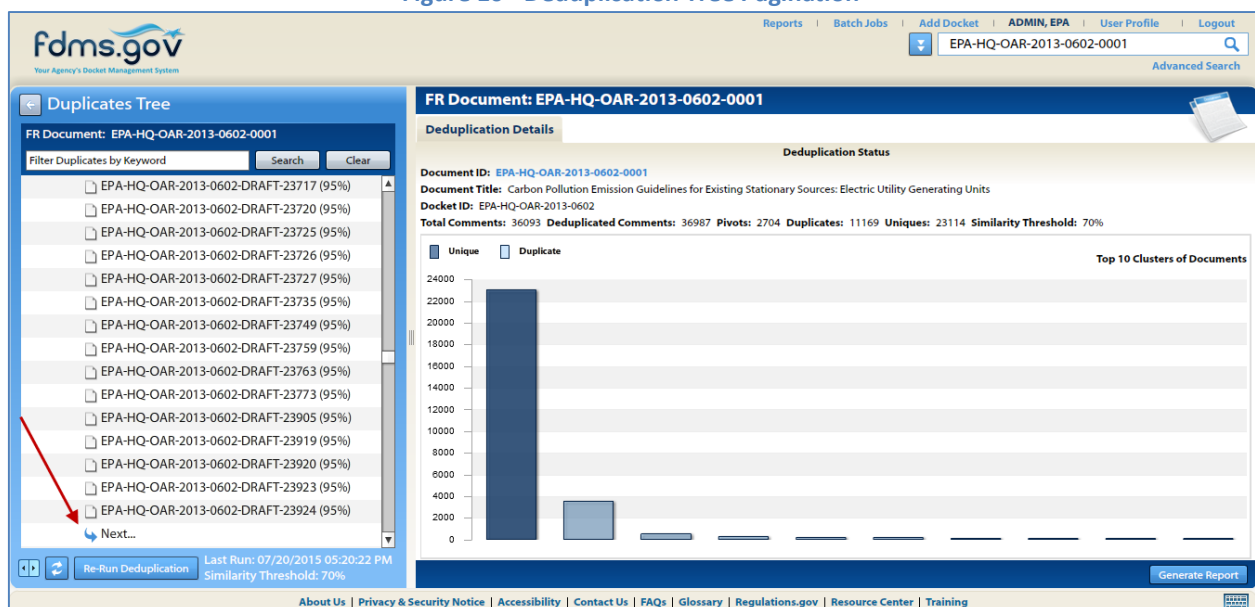


Deduplication

Pagination

Paging was added to the Deduplication Tree to improve performance and usability. Users can select the *Previous* and *Next* links to navigate through the list of Documents.

Figure 10 - Deduplication Tree Pagination

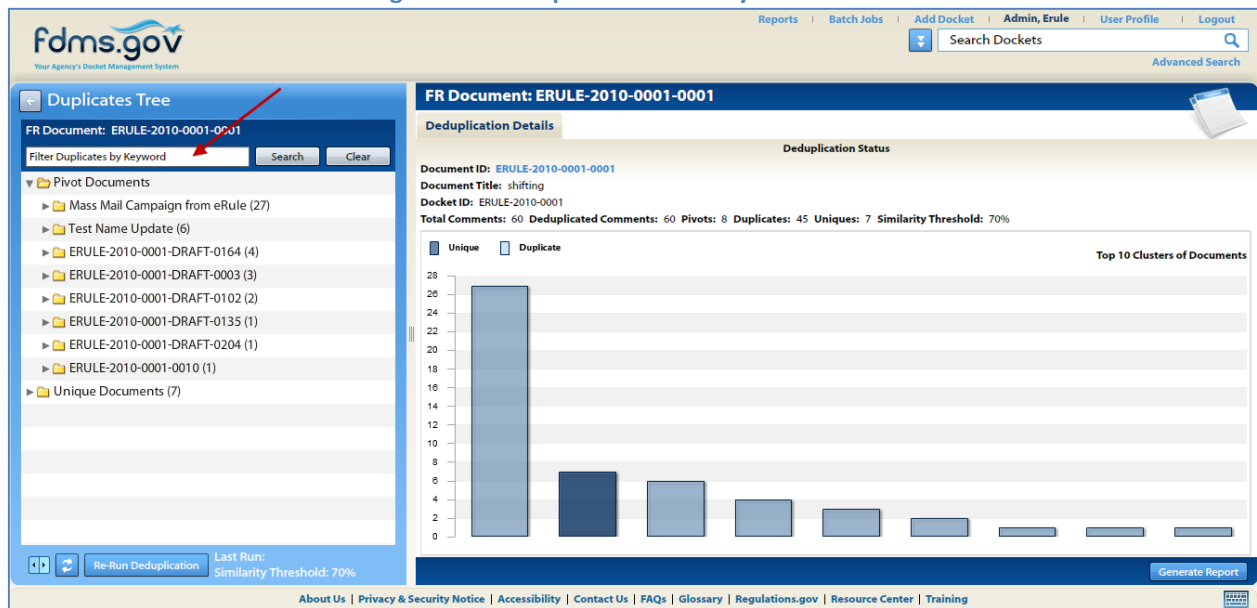


Keyword Search Capability

Users can search the following fields on the Deduplication Tree:

- Document ID
- Title
- Abstract
- Submitter First Name
- Submitter Last Name
- Document Legacy ID

Figure 11 - Deduplication Tree Keyword Search



Search Enhancements

Total Count

The ability for users to include a total count with the search results was added to both the Quick Search and the Advanced Search.

If a user performs a Quick Search by full or partial Docket/Document ID, the total count will be included in the Search Results in the left panel. If a user searches by Keyword, the total count will not be included due to technical limitations with returning an accurate total count based on keyword.

Figure 12 - Quick Search Total Count Option

The screenshot shows the FDMS.gov homepage. On the left is a 'Menu' with links to Inbox (278 / 448), FR Feed (79), Work Queue (9101), My Favorites (32 / 250), Recently Viewed (100 / 100), and Flagged Documents (485). The main content area has a 'Welcome to the Federal Docket Management System' message and 'Getting Started' instructions. On the right, the 'Search Options' panel is open, showing fields for 'For' (Docket), 'Type' (All Types), 'Subtype' (All Subtypes), 'RIN', 'Date' (All Date Ranges), 'Agency' (ERULE - ERULE TEST AND DEVELOPMENT AGENCY), 'No. of Results to Display' (100), and 'Include Total Count' (checkbox). A red arrow points to the 'Include Total Count' checkbox. The bottom of the page contains links like 'About Us', 'Privacy & Security Notice', 'Accessibility', 'Contact Us', 'FAQs', 'Glossary', 'Regulations.gov', 'Resource Center', and 'Training'.

Figure 13 - Advanced Search Total Count Option

The screenshot shows the 'Advanced Search' page on FDMS.gov. The left 'Menu' is the same as in Figure 12. The main content area is titled 'Advanced Search' and includes search criteria like 'Find' (Document, Docket, with...), 'text for all these words' (in Title, Abstract, Subject fields), 'has an ID number' (in Document ID, Docket ID, Legacy Doc ID...), 'date(s)' (Date Range, Specific Date, Posted Date), and 'Narrow your results by' (Agency, Type, Subtype, Status). The 'No. of Results to Display' is set to 100, and the 'Include Total Count' checkbox is visible. A red arrow points to the 'Include Total Count' checkbox. The bottom of the page contains the same footer links as Figure 12.

Choosing to include the total count will provide users with an accurate count of possible results regardless of the number of results displayed.

Figure 14 - Including Total Count In Search Results

The screenshot shows the fdms.gov search results page. On the left, a table lists search results with columns: ID, Title, Type, Status, and Att... The table shows several documents, including ERULE-2015-0001-DRAFT-0013 through ERULE-2015-0001-DRAFT-0078. A red arrow points to the 'Total Count: 5937' at the bottom of the table. On the right, the 'ERULE-2015-0001-DRAFT-0013' document details are shown, including Docket ID, Docket Title, Document Files, Docket Phase, Phase Sequence, RIN, Title, Number of Attachments, Subject, Abstract, and Topic(s).

Exclude Migrated Documents

The ability to complete a search excluding migrated Documents is available in the Advanced Search. Migrated Documents are legacy Documents that were entered into FDMS through the backend by the FDMS Team as part of the Agency's Go-Live process when that agency started participating in FDMS. Users can check the checkbox to *Exclude Migrated Documents* and enter any other desired search criteria to complete a search.

Figure 15 - Exclude Migrated Documents

The screenshot shows the fdms.gov Advanced Search page. On the left, the same search results table as in Figure 14 is visible. On the right, the 'Advanced Search' section is shown, including fields for 'Find: Document', 'No. of Results to Display: 100', 'Include Total Count: [checkbox]', 'Posting Restrictions', 'Posting Restriction Reason', 'Authors', 'Topics', and 'Exclude Migrated Documents: [checkbox]'. A red arrow points to the 'Exclude Migrated Documents' checkbox. Below these fields are 'Search Submitter Information fields' including 'Submitter First Name', 'Submitter Last Name', and 'Submitter Organization'.

Docket Tree - Keyword Search Capability

The Keyword Search capability was added to the Docket Tree for the following fields:

- Document ID
- Title
- Abstract
- Subject
- Submitter Info's Last Name and First Name
- Legacy ID

Figure 16 - Docket Tree Keyword Search

The screenshot displays the fdms.gov Docket Tree interface. On the left, the 'Docket Tree' panel shows a search bar with the text 'ERULE-2010-0001' and a 'Search' button. A red arrow points to the 'Search' button. The tree structure includes folders like 'Direct Final Rule-1' and 'Initiation-1'. The main panel shows details for 'ERULE-2010-0001' with tabs for 'Details', 'Overview', 'Related', 'POC', 'Permissions', and 'Assignments'. The 'Details' tab is active, showing fields for Title, Short Title, Abstract, Type, Subtype, Subtype Level2, Category, Program, and RIN. The 'Title' field contains 'Deduplication demo docket test'. The 'Short Title' field contains 'test prod'. The 'Abstract' field contains 'test prod'. The 'Type' field is set to 'Rulemaking'. The 'Subtype' field is set to 'Subtype'. The 'Subtype Level2' field is set to 'Subtype 2'. The 'Category' field is set to 'Pending'. The 'Program' field is set to 'NA'. The 'RIN' field is set to 'Not Assigned'. The 'Keyword(s)' field has an 'Edit/Add' button. The 'Petition Number' field is empty. The interface also includes a 'Search Dockets' bar at the top right and a 'Last Refreshed' timestamp at the bottom left.

After entering search criteria and clicking *Search* the tree will change to a Results folder to provide the user with a list of relevant results.

Figure 17 - Keyword Search Results Folder

Fdms.gov
Your Agency's Docket Management System

Reports | Batch Jobs | Add Docket | Admin, Erule | User Profile | Logout

Search Dockets

Docket Tree

Docket: ERULE-2010-0001

Group By: Phase-Sequence

test Search Clear

Results (119)

- ERULE-2010-0001-DRAFT-0098
- ERULE-2010-0001-0038
- ERULE-2010-0001-DRAFT-0003
- ERULE-2010-0001-0002
- ERULE-2010-0001-0003
- ERULE-2010-0001-0004
- ERULE-2010-0001-DRAFT-0038
- ERULE-2010-0001-DRAFT-0039
- ERULE-2010-0001-DRAFT-0041
- ERULE-2010-0001-DRAFT-0042
- ERULE-2010-0001-DRAFT-0115
- ERULE-2010-0001-DRAFT-0116
- ERULE-2010-0001-DRAFT-0117
- ERULE-2010-0001-DRAFT-0118

Last Refreshed: 11/19/2015 12:36:03 AM

ERULE-2010-0001

Details | Overview | Related | POC | Permissions | Assignments

Viewable on Regulations.gov * Denotes Required Field

Actions

Title: Deduplication demo docket test *

Short Title: test prod

Abstract: test prod

Type: Rulemaking *

Subtype: Subtype *

Subtype Level2: Subtype 2

Category: Pending

Program: NA

Would you like to include a RIN for this Docket?: Yes No

RIN: Not Assigned *

Keyword(s): Edit/Add

Petition Number:

★ Favorites

View as PDF Save

About Us | Privacy & Security Notice | Accessibility | Contact Us | FAQs | Glossary | Regulations.gov | Resource Center | Training

Flags - option to sort by flag

All users now have the ability to sort by Flag in the left panel results screens. Clicking the column header above the flags will sort by which Documents are flagged. Users can change whether they would like the flagged Documents to appear at the top of the results list or the bottom of the list by clicking the column header again.

Figure 18 - Sorting by Flag Option

Fdms.gov
Your Agency's Docket Management System

Reports | Batch Jobs | Add Docket | Admin, Erule | User Profile | Logout

Search Dockets

Inbox

Docket Document

Filter: OFF

Search Documents

ID	Title	Type	Status	Att...
ERULE-2015-0348-DRAFT-0022	NCUA	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0021	NASA	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0023	NIGC	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0018	TREAS	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0017	STB	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0019	USDA	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0015	SEC	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0014	SBA	PUBLIC SUBMISSIONS	Pending_Post	1
ERULE-2015-0348-DRAFT-0013	SSA	PUBLIC SUBMISSIONS	Pending_Post	1

Count: 448

Last Refreshed: 11/18/2015 10:50:25 PM

Save Search Results

ERULE-2006-0001-DRAFT-0057

Document Details | Optional Details | Submitter Info | Attachments (3) | Permissions

Viewable on Regulations.gov * Denotes Required Field

Actions

Docket ID: ERULE-2006-0001

Docket Title: Grace *

Document File: HTML

Docket Phase: Initiation

Phase Sequence: 1

Title: dhdhjdj *

Number of Attachments: 3

Abstract:

Document Type: PUBLIC SUBMISSIONS *

Document Subtype: Select/Edit Subtype

Comment on Document ID: ERULE-2006-0001-0001 Search Documents *

★ Favorites Follow Up

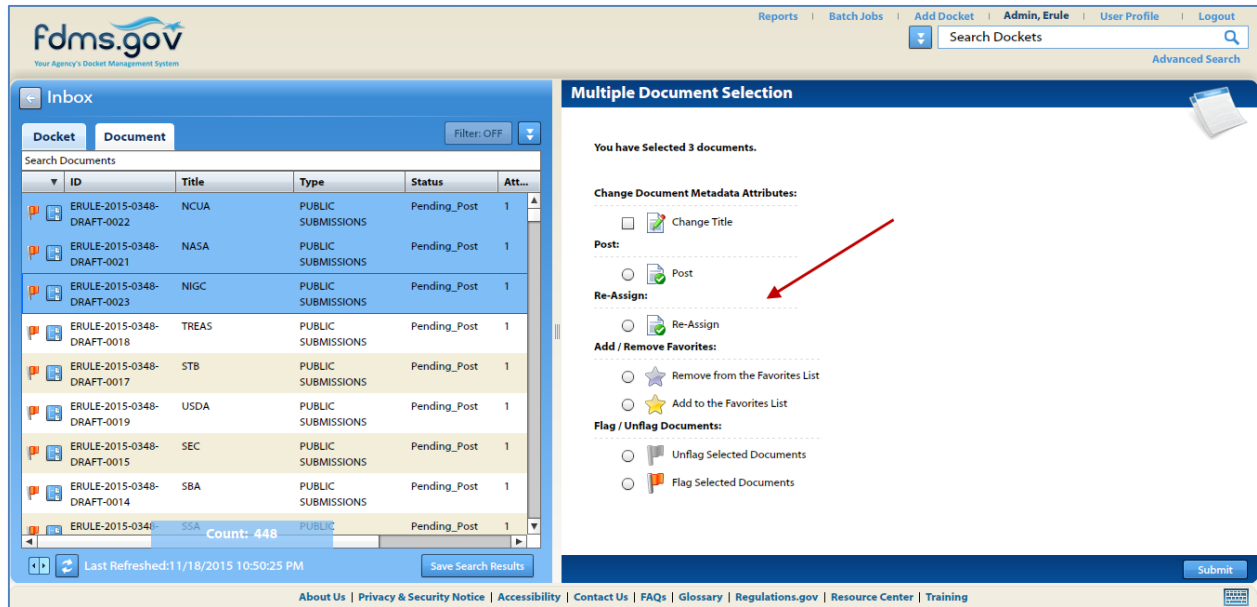
View as PDF Post Save

About Us | Privacy & Security Notice | Accessibility | Contact Us | FAQs | Glossary | Regulations.gov | Resource Center | Training

Batch Re-Assign

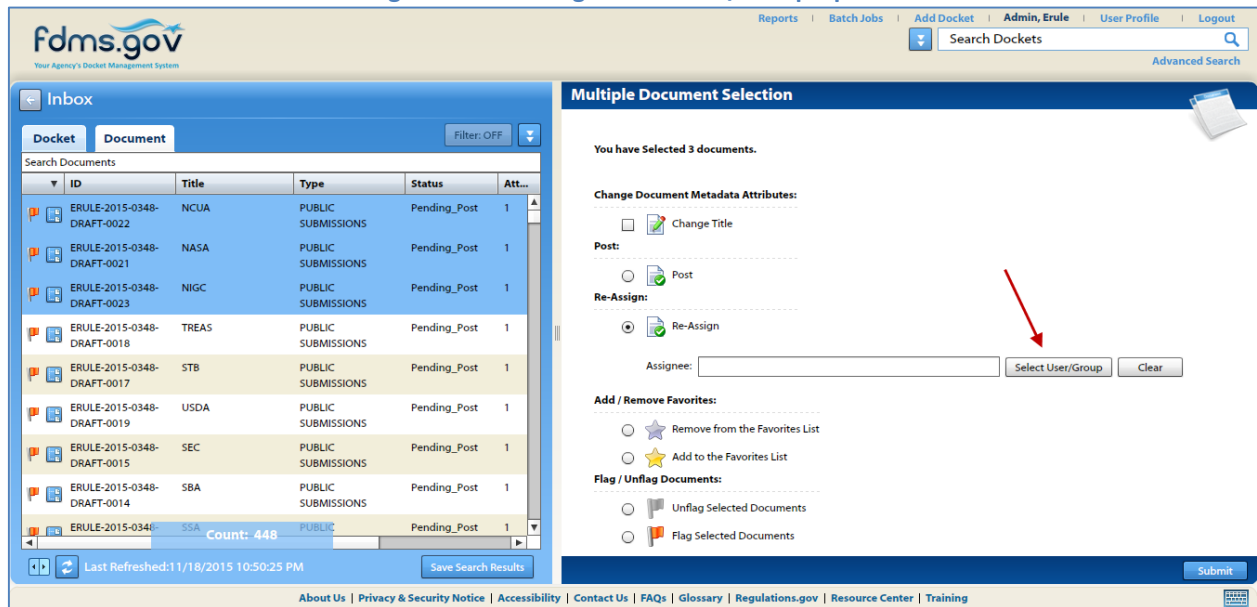
The Batch Re-Assign capability is available on all Batch Options screens for users with the appropriate permissions.

Figure 19 - Batch Re-Assign Option



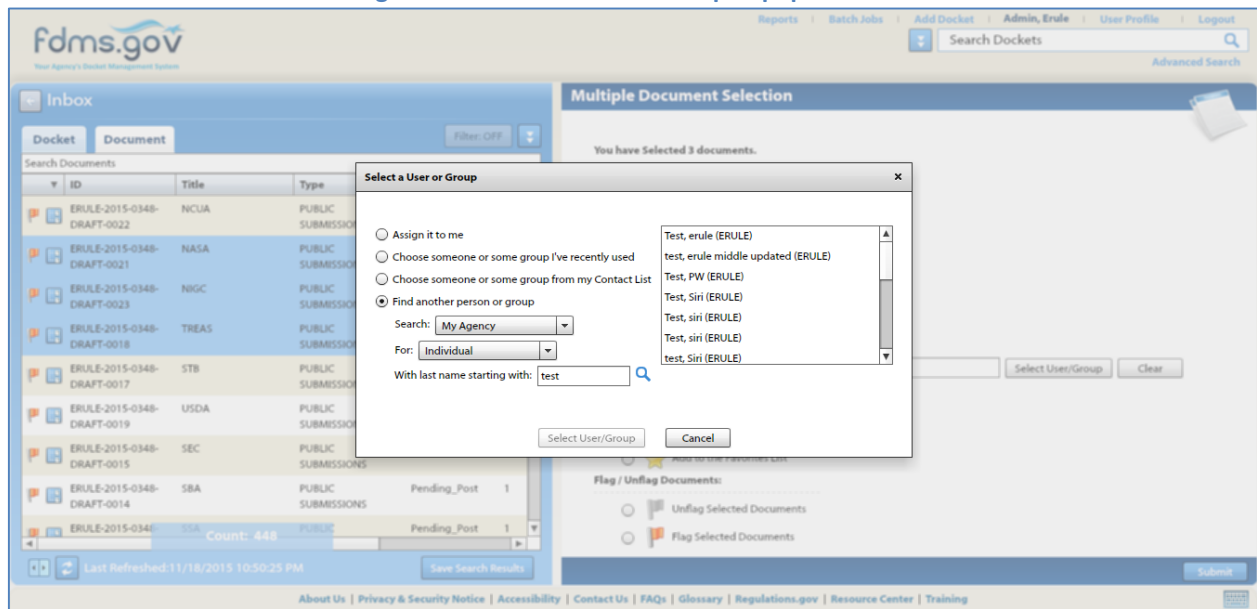
Clicking on the radio button for Re-Assign will display the option to Select User/Group or Clear if a user selects the incorrect user.

Figure 20 - Re-Assign Select User/Group Option



Clicking the option for Select User/Group will bring up the same options that users see when Re-Assigning on an individual Document.

Figure 21 - Select a User or Group Popup Window



After selecting a user from the popup window, the selected user will show in the Assignee textbox.

Figure 22 - Selected User in Assignee Textbox

The screenshot shows the 'Multiple Document Selection' interface. On the left, under the 'Inbox' tab, there is a table of documents with columns: ID, Title, Type, Status, and Att... The table lists several documents, including 'DRAFT-0002' through 'DRAFT-0012'. The right pane, titled 'Multiple Document Selection', contains several sections: 'Change Document Metadata Attributes' with a 'Change Title' button; 'Post' with a 'Post' button; 'Re-Assign' with a 'Re-Assign' button and an 'Assignee' dropdown menu showing 'Test, erule (ERULE)'; 'Add / Remove Favorites' with 'Remove from the Favorites List' and 'Add to the Favorites List' buttons; and 'Flag / Unflag Documents' with 'Unflag Selected Documents' and 'Flag Selected Documents' buttons. A red arrow points to the 'Assignee' dropdown menu. At the bottom right, there is a 'Submit' button.

In order to process the batch job, the user must click *Submit*. If the user no longer wants to re-assign the Documents to that user, they can click the *Clear* button.

Attachments

Bulk Import

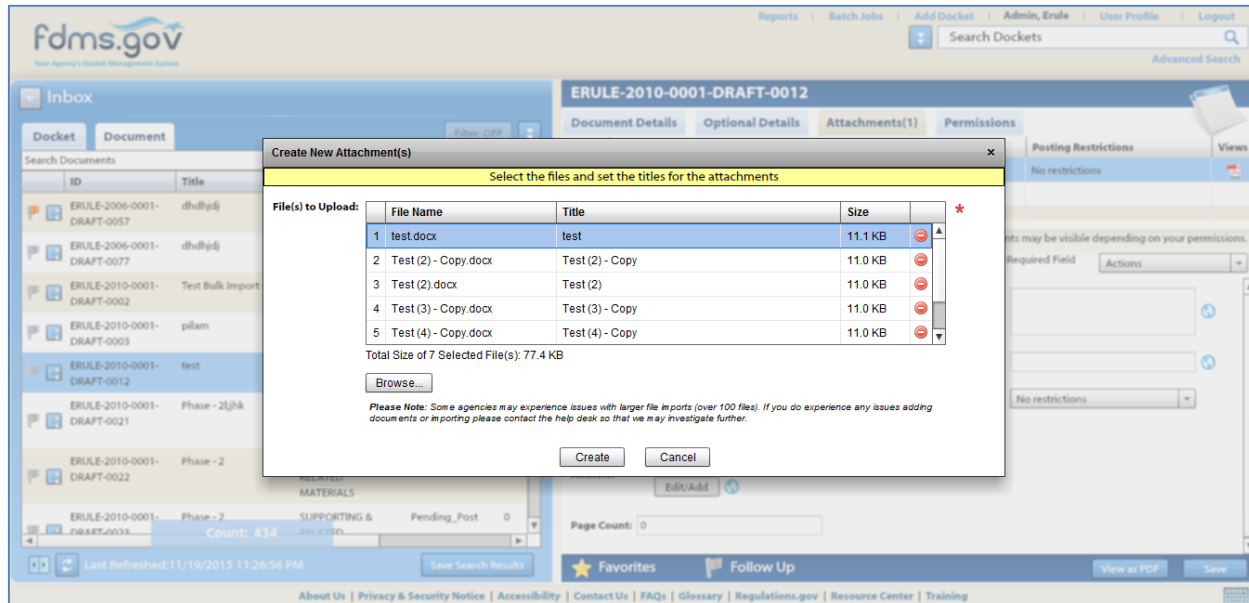
Users can Bulk Import Attachments from the Attachments tab. To Bulk Import Attachments, the user will click on the *Add Attachments* link above the Attachment metadata.

Figure 23 - Add Attachment Link

The screenshot shows the 'ERULE-2010-0001-DRAFT-0012' interface. The left pane, under the 'Inbox' tab, shows a table of documents with columns: ID, Title, Type, Status, and Att... The right pane, titled 'ERULE-2010-0001-DRAFT-0012', has tabs for 'Document Details', 'Optional Details', 'Attachments(1)', and 'Permissions'. The 'Attachments(1)' tab is active, showing a table with columns: Order, Title, Posting Restrictions, and Views. Below the table, there is a red arrow pointing to the 'Add Attachment' link. The 'Add Attachment' section includes fields for 'Title', 'Agency Note', 'Views', 'Abstract', 'Authors', and 'Page Count'. There are also buttons for 'Edit/Add' and 'Follow Up'. At the bottom right, there are buttons for 'View as PDF' and 'Save'.

Users can select one or multiple files to add as Attachments to the Document.

Figure 24 - Create New Attachment(s) Popup



Delete

Users have the ability to delete Attachments that are not posted from the Attachments tab. Users can delete the Attachments one at a time through the *Actions* dropdown menu.

Figure 25 - Attachments Actions Dropdown Menu

The screenshot displays the 'ERULE-2010-0001-DRAFT-0012' interface with the 'Attachments(1)' tab selected. A table at the top lists the attachment details:

Order	Title	Posting Restrictions	Views
1	Test	No restrictions	

Below the table, a message states: 'Not all Attachments may be visible depending on your permissions.' The main form area includes fields for 'Title' (containing 'Test'), 'Agency Note', 'Publication Reference', 'Posting Restriction' (set to 'No restrictions'), 'Abstract', 'Authors' (with an 'Edit/Add' button), and 'Page Count' (set to '0'). A red arrow points to the 'Actions' dropdown menu, which is open and shows the following options: Copy, Move, Replace file, Add rendition, and Delete. The 'Delete' option is highlighted.

At the bottom of the interface, there are buttons for 'Favorites', 'Follow Up', 'View as PDF', and 'Save'.

Forgot Password Functionality

The Forgot Password Functionality was moved from FDMS 3 to FDMS 4. Users can access the functionality from the Login page by clicking on the *click here for help* link.


Figure 26 - Forgot Password Functionality



The screenshot shows the fdms.gov login page. At the top left is the fdms.gov logo with the tagline "Your Agency's Docket Management System". At the top right is a "Help" link. The main content area has a blue background with white text. It says "Please enter your login information below." and "If you do not have a login, please [click here to register](#)". Below this are two white input fields for username and password, followed by a blue "Login" button. A red arrow points to a link that says "Did you forget your username or password? [click here for help](#)". Below this is a paragraph of legal disclaimer text. At the bottom right are the USA.gov and E-Gov logos. At the very bottom is a footer with links: "About Us | Privacy & Security Notice | Accessibility | Contact Us | USA.gov | E-Gov.gov".

Users will start by entering their username and clicking *submit*.

Figure 27 - Enter Username for Forgot Password Functionality



The screenshot shows the fdms.gov forgot password page. At the top left is the fdms.gov logo with the tagline "Your Agency's Docket Management System". At the top right is a "Help" link. The main content area has a blue background with white text. It says "Please enter your username. If you do not remember your username please contact your agency administrator for assistance." Below this is a white input field labeled "Username" and a blue "Submit" button. A red arrow points to the "Username" input field. The background of the page features a faint image of a document with the word "Document" visible.

The application will then ask the user to answer the three security question selected in the user profile. Answering any of the questions wrong will not allow the user to continue with the password reset. The user will need to contact their Agency Administrator for assistance.

Figure 28 - Security Questions from User Profile



The screenshot shows the 'fdms.gov' logo at the top left, with the tagline 'Your Agency's Docket Management System' and a 'Help' link at the top right. The main heading reads 'Please answer the following security questions.' Below this, there are three questions, each with a text input field and a red asterisk indicating a required field. The questions are: 'Secret Question 1: What is the name of the hospital where you were born?', 'Secret Question 2: What was your first job?', and 'Secret Question 3: Who is your favorite author?'. A 'Submit' button is located at the bottom right of the form area.

fdms.gov
Your Agency's Docket Management System

Help

Please answer the following security questions.

* Denotes Required Field

Secret Question 1: What is the name of the hospital where you were born?

Secret Answer 1

Secret Question 2: What was your first job?

Secret Answer 2

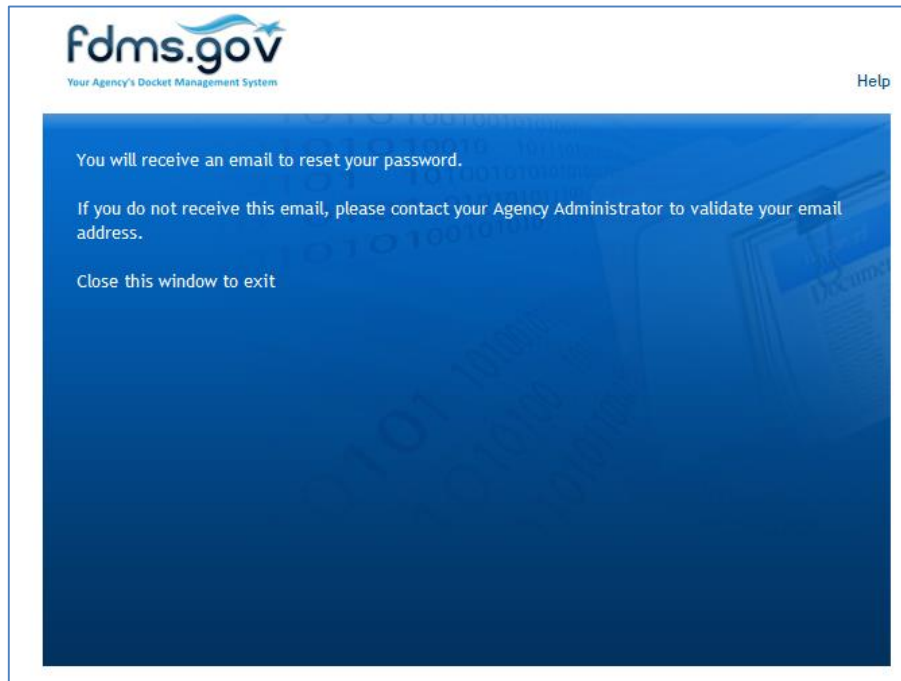
Secret Question 3: Who is your favorite author?

Secret Answer 3

Submit

If the security questions are answered correctly, the user will receive a message that an email will be sent to the email address specified in their User Profile. Once the email is received, the user can click on the link in the email which will direct them to a screen to reset their password. If the user receives a message during password reset that the account is locked due to inactivity or password expiration, the user will need to contact their Agency Administrator for assistance.

Figure 29 - Secret Questions Answered Correctly, Email Sent with Link to Reset Password



Security – Password Complexity

As a follow-on item from the security updates addressed in the FDMS 4.9.1 Release, the system now enforces minimum password complexity of 12 characters with one (1) upper case letter, one (1) number, and one (1) special character.

Figure 30 - Password Complexity Requirements Tooltip

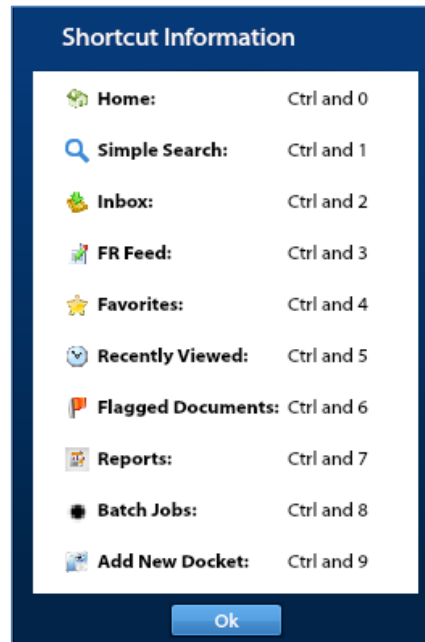
A screenshot of the "Change Password" form. It contains three input fields: "Current Password:", "New Password:", and "Confirm New Password:". Below the "New Password:" field, there is a tooltip with the text: "Requires 12-20 characters with at least: one upper case letter, one lower case letter, one number, and one of the following special characters: ~ ! @ # \$ % & * = + < > / ?". A red arrow points to the tooltip. The form also includes a label "# of Days Until Password Expires: 60".

Additional Enhancements

Accessibility

- Three new accessible shortcuts were added to the application:
 - Reports Ctrl + 7
 - Batch Jobs Ctrl + 8
 - Add a Docket Ctrl 9

Figure 31 - Accessibility Shortcuts



- Users can close popups using the esc button on their keyboard.

Password Lockouts

To assist Agency Administrators with identifying the reason a user cannot login to FDMS, accounts that are locked out because of more than 5 consecutive invalid login attempts show in the Lockouts Tab. The status for these accounts will show as *Locked (Invalid Logins)*. The Agency Administrator can reset the account during this time. If the 30 minute lockout expires, the account will no longer show in the lockout tab and the user should be able to login successfully. If the user needs their password reset and the account no longer shows in the Lockouts tab, the Agency Administrator can do so through the User Profile.

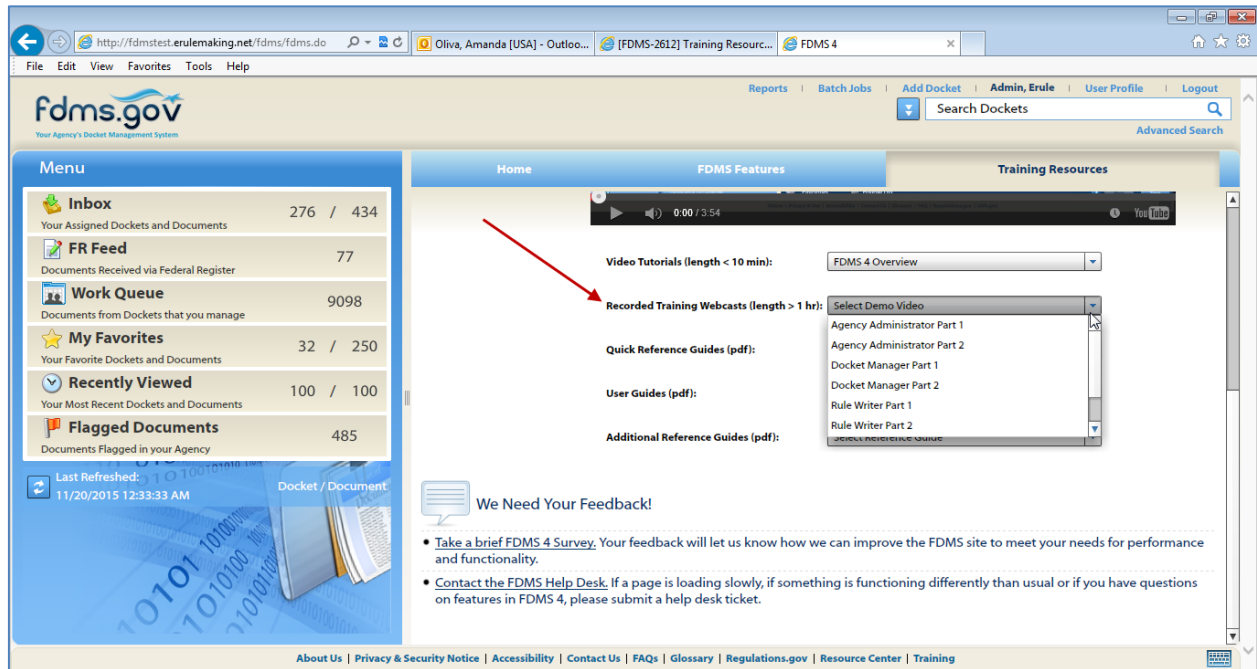
Figure 32 - Agency Administration Lockouts Tab

Agency Administration							
Agency : ERULE TEST AND DEVELOPMENT AGENCY (ERULE)							
Access : Agency Admin							
Agencies Users Groups Labels Screens Doc Subtypes Lockouts Questions Assignments Keywords							
<input type="text"/> search							
Accounts are locked after 30 days of non-use. Resetting unlocks the account so the user can login again. Accounts are temporarily locked for 30 minutes after 5 invalid login attempts. Resetting sends the user an email with one-time login credentials. Passwords expire if a user does not change it within 60 days. Resetting sends the user an email with one-time login credentials.							
Page 1 of 4				Number of Rows to Display 25			
Login ID	Last	First	Middle	Status	Last Login Date	PW Last Changed Date	Reset
erule_dm	Manager	Docket		Locked(Invalid Logins)	2015/11/17 15:15:25	2015/11/13 10:35:35	<input type="checkbox"/>
erule_rw	User	FDMS		Locked(Invalid Logins)	2015/11/16 21:09:40	2015/11/16 08:09:14	<input type="checkbox"/>
erule_test2015	Test1	Test		Locked(Invalid Logins)	2015/10/27 12:14:26	2015/10/27 12:19:51	<input type="checkbox"/>

Training Resources – Updated Webcasts

The webcasts on the Training Resources tab were updated with more recent webcasts. These webcasts are each two parts and will open and play in a new window.

Figure 33 - Updated Training Webcasts



Updated User Guides were added to the Training Resources tab.

Reports

The Reports Menu was divided into three tabs for usability purposes:

- Standard
- Records (only Records Agencies will see this tab)
- Summary

Figure 34 - Reports Menu Tabs

FDMS.gov
Your Agency's Docket Management System

Reports | Batch Jobs | Add Docket | Admin, ERULER | User Profile | Logout

Search Dockets

Advanced Search

Reports Menu

Standard | Records | Summary

Current Docket Phase Report
Current Documents in a Docket by Phase Sequence

Customer Service Report
Summary of Public Submissions in a Docket

Docket Content Report
Summary of all Document content in a Docket

Docket Phase Sequence Report
Documents listed by Sequence for one Phase

Performance Report
Elapsed processing time for Documents

Recently Posted Federal Register Items Report
Federal Register items posted in last 90 days

Docket Content by Legacy ID Report
Documents list by Legacy Docket ID

Report Parameters

Current Docket Phase Report

Provides the real-time status of the agency's Dockets showing the Documents in each phase and sequence.
Enter criteria to select data for the report. Fields that you leave empty will be ignored and all values accepted.

Docket ID: is

Docket Title: is

Docket Phase: Select one

Document Type: Rules, Proposed Rules, Notices, Public Submissions

Document Subtype: Select one

Date Posted: before

Send report to: test_user@erulemaking.net

Run Report

About Us | Privacy & Security Notice | Accessibility | Contact Us | FAQs | Glossary | Regulations.gov | Resource Center | Training

Attachment Count for Restricted Documents

When a user accesses a restricted Document for another agency, the Attachment count may be different than the number of Attachments the user has permissions to view. A note was added to this screen to let users know that "Not all Attachments may be visible depending on your permissions."

Figure 35 - Attachments Screen Message

ERULE-2015-0010-DRAFT-0011

Document Details | Optional Details | Submitter Info | Attachments(1) | Permissions

Order	Title	Posting Restrictions	Views
1	Comment from Jenna	No restrictions	

Not all Attachments may be visible depending on your permissions.

Past 24 Password Generation Message

The message was updated for users that try to change a password to one of their past 24 password generations. The message was updated to read:

"Password Change Failed! The New Password cannot match any of your past 24 passwords. Please enter another value and try again."

Defects Addressed

Docket POC

When a user created a new POC with an apostrophe in the name, the POC was added to the list. When the *Save* button was clicked, the POC was removed from the list. That POC was also removed from the agency wide POC list. Searching for the POC did not return a result. If an existing POC was updated with an apostrophe in the name, the user received a null pointer error. This issue was corrected the names now save properly to the POC list.

Group by Date Received Folders on Docket Tree

When a user grouped a Docket Tree by Date Received, the folder names were not representative of what was included in that folder. The titles of the folders in the left panel were updated to provide users with an accurate representation of what is included in the folder. The right panel titles were also updated to show that the right panel view is a cumulative count of Documents for a time period.

Figure 36 - Folder Names for Group by Date Received Folders

The screenshot shows the fdms.gov Docket Tree interface. The left panel, titled 'Docket Tree', shows a list of folders grouped by date received. The right panel, titled 'Cumulative Documents Received from Last 90 Days', shows a table of documents. The table has columns: Document ID, Title, Type, Status, Received D..., Views, Attachme..., Pub Submi..., and Total Com... The table contains two rows of data. The bottom of the right panel shows a 'Count: 2'.

Document ID	Title	Type	Status	Received D...	Views	Attachme...	Pub Submi...	Total Com...
ERULE-2010-0032-0012	Comment on ERULE-	PUBLIC SUBMISSIONS	Posted	08/31/2015		15		1
ERULE-2010-0032-0013	New Document creat	OTHER	Posted	10/14/2015				

Non-Standard Docket Permissions

There was a bug in the way the Assigned Docket Manager (ADM) and Assigned Rule Writer (ARW) were set when the Docket was using non-standard permissions. The issue only occurred when the ARW was changed from a blank value. This issue was corrected in the backend of the application.

Email Format Validation

The email fields were not validating the correct email address format for the User Information email field or the Supervisory POC Information email field. The appropriate validations were added and provide users with a message if the email address format is incorrect.

Figure 37 - Email Address Format Validation

The screenshot displays the 'User Information' form on the fdms.gov website. The form is divided into two main sections: 'User Information' and 'Supervisory POC Information'. The 'User Information' section contains fields for Telephone, Email, and Cross Agency Accounts. The 'Supervisory POC Information' section contains fields for First Name, Last Name, Title, Telephone, Telephone Ext., and Email. The Email field in the 'User Information' section contains the text 'test_usererulemaking.net' and has a red asterisk icon next to it. Below the field, a red error message reads: 'An at sign (@) is missing in your e-mail address.' The Email field in the 'Supervisory POC Information' section contains the text 'poc@nowheregov' and has a red asterisk icon next to it. Below the field, a red error message reads: 'The domain in your e-mail address is missing a period.' Two red arrows point from the error messages to their respective email fields. The form also includes a 'Save' button and a 'Cancel' button at the bottom right. The footer of the page contains links to 'About Us', 'Privacy & Security Notice', 'Accessibility', 'Contact Us', 'FAQs', 'Glossary', 'Regulations.gov', 'Resource Center', and 'Training'.

fdms.gov
Your Agency's Docket Management System

Reports | Batch Jobs | Add Docket | Admin, ERULER | User Profile | Logout

Search Dockets

Advanced Search

Profile Menu

- My Info**
Add, Remove, Update User Information
- My Password**
Change User Security Questions and User Password
- Notifications**
Add, Remove, Update Docket Notifications
- My Contacts**
Add, Remove Users in Your Contacts List

User Information

Telephone: 123-456-7890 *

Email: test_usererulemaking.net *

An at sign (@) is missing in your e-mail address.

Cross Agency Accounts:

Supervisory POC Information:

First Name: Point

Last Name: Contact

Title:

Telephone: 123-456-7890 *

Telephone Ext: 1234

Email: poc@nowheregov *

The domain in your e-mail address is missing a period.

Save Cancel

About Us | Privacy & Security Notice | Accessibility | Contact Us | FAQs | Glossary | Regulations.gov | Resource Center | Training

Known Issues

There are no Known Issues to report as a result of this release.